BSN PROGRAM GUIDEBOOK

AY 2017 – 2018
FOREWORD

Director’s Welcome

Welcome to the 2017-2018 Academic Year at Florida Gulf Coast University (FGCU), Marieb College of Health & Human Services, School of Nursing.

The School of Nursing BSN Program Guidebook has been designed to assist you with the BSN academic standards, policies, procedures, and guidelines that will steer your educational experience as you work to become a professional nurse. Please be aware that the policies, guidelines, information and forms contained in this School of Nursing BSN Program Guidebook remain under review and any section or part may be revised without notice or obligation during your tenure in the program and such revisions shall apply to every student in the program.

The baccalaureate nursing program at Florida Gulf Coast University is approved by the Florida Board of Nursing and accredited by the Commission on Collegiate Nursing Education (CCNE).

It is your responsibility to read the FGCU University Academic Catalog 2017-2018, FGCU Student Guidebook, and Student Code of Conduct and to follow all guidelines, rules, and regulations as they relate to FGCU, Marieb College of Health & Human Services, School of Nursing, and BSN Program.

I hope this is a very rewarding and successful year for you.

Sincerely,

Anne Nolan, Ph.D., RN, FACN
Conner Professor in Nursing
Director, School of Nursing
BSN Program Director

Current 8-22-2017
BSN PROGRAM GUIDEBOOK

2017-2018

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INTRODUCTION TO BSN PROGRAM

SCHOOL OF NURSING VISION, VALUES, MISSION & PHILOSOPHY
Adopted: March 2017

**Vision**
The School of Nursing envisions a future where faculty and students serve as mentors and interprofessional role models to develop engaged nurse leaders who deliver transformative care to diverse populations, conduct research, and promote evidence-based practice through academic and community partnerships.

**Our Values**

**Caring**
- Value and exhibit a personal commitment of concern and empathy for patients, families, communities and self without bias
- Jean Watson: A caring environment is one that offers the development of potential while allowing the patient to choose the best action for him or herself at a given point in time

**Health Promotion**
- Actively participate in a culture acknowledging wellness, prevention, wholeness, physical and mental health, incorporating the mind, body and spirit of patients, families, communities and self
- Hochbaum, Rosenstock & Kegels' *Health Belief Model*: A person’s health-related behavior depends on the person’s perception of severity of a potential illness, susceptibility to the illness, benefits of taking preventive action, barriers to taking that action, and self-efficacy

**Critical Thinking**
- Mindful, judicious use of available knowledge and information to produce best outcomes for patients, families and communities
- Patricia Benner: Expert nurses develop skills and understanding of patient care over time through a sound educational base and a multitude of experiences

**Cultural Connectedness**
- Embrace diversity and uniqueness of patients, families, and communities while recognizing the importance of self-awareness
- Madeleine Leininger: Culture refers to learned, shared, and transmitted values, beliefs, norms and lifeways to a specific individual or group that guide their thinking, decisions, actions and patterned ways of living

**Communication**
- Commitment to respectful interpersonal and interprofessional conveyance of trustworthy, responsible, reliable and ethical information
- Hildegard Peplau: The six main roles of a nurse are stranger, teacher, resource person, counselor, surrogate and leader
Mission
The School of Nursing mission is consistent with the mission and goals of Florida Gulf Coast University and the Marieb College of Health & Human Services. The School of Nursing strives for excellence in providing evidence-based, learner-centered nursing education that prepares competent and compassionate nursing professionals to meet the ever-changing healthcare needs of diverse global communities.

Philosophy
The faculty of the School of Nursing believes that the practice of professional nursing rests upon a sound arts and science foundation that prepares graduates to excel in a diverse, rapidly changing, and technologically oriented society. Faculty members serve as guides, mentors, role models, and facilitators for students to synthesize the roles and responsibilities of the scope of nursing practice. Integrated and conceptually based curricula are built upon the principles of caring, communication, critical thinking, cultural-connectedness, health promotion, and adherence to professional and ethical standards of practice, which form the foundation for knowledge and skills essential for nursing professionals. Teaching and learning activities are keystones of the curricula and occur within caring, interprofessional, and environmentally sensitive settings.

BSN PROGRAM OVERVIEW
The Bachelor of Science in Nursing (BSN) program is a traditional full-time BSN program designed to prepare caring scholar clinicians for professional practice in contemporary health care settings. Graduates are prepared to assume vital roles in the improvement of client health care outcomes. General education and state-mandated common prerequisites for nursing form the foundation of study for the major. The community partnered, learning-centered nursing curriculum is grounded in knowledge of the theory and practice of nursing with integration of critical thinking, communication, health promotion, caring and cultural connectedness constructs.
BSN PROGRAM OUTCOMES Approved by Faculty Organization 4/08

The School of Nursing faculty has identified the following hallmarks of its graduates as a reflection of program success and student achievement.

Students will demonstrate:

1. The ability to use interdisciplinary communication effectively through written, oral, and technological methods.
2. Application of critical thinking to nursing practice issues.
3. Evidence-based, outcome focused nursing care while maintaining a culture of safety.
4. Ability to use principles of information literacy to retrieve, synthesize, and disseminate results of scholarly work.
5. Application of technologies that support safe patient care.
6. Understanding of the roles and responsibilities of the major regulatory agencies impact on patient care quality, workplace safety, and the scope nursing practice.
7. Adherence to professional and ethical standards with attention to diversity.
8. Clinical judgment and accountability for patient outcomes when collaborating with other health care team members.

BSN PROGRAM REQUIREMENTS

1. FGCU General Education Program (GEP) (36 hrs)

Refer to the [General Education Program](#) for more information

A. Communication (6 hrs)
B. Mathematics (6 hrs)
   1. Select STA 2023
C. Humanities (9 hrs)
D. Social Sciences (6 hrs)
   1. Select PSY 2012
   2. Select DEP 2004
E. Natural/Social Sciences (9 hrs)
   1. Select BSC 1085C
   2. Select BSC 1086C
   3. Select MCB 2010C

*Note: Complete BSC 1085C Anatomy & Physiology I with Lab and BSC 1086C Anatomy & Physiology II with Lab prior to the application deadline.*
Common Prerequisites

- BSC 1085C Human Anatomy & Physiology I with Lab (4)
- BSC 1086C Human Anatomy & Physiology II with Lab (4)
- CHM XXXX Chemistry (3) or BCH XXXX, BSC XXXX, PCB XXXX, PHY XXXX (Chemistry with lab (4 credits) is strongly recommended)
- DEP 2004 Principles of Development (3)
- HSC 2577 Nutrition Human Health and Wellness (3)
- MCB 2010C Microbiology with Lab (4)
- PSY 2012 General Psychology (3) or PSY XXXX, SOP XXXX, SYG XXXX
- STA 2023 Statistical Methods (3)

2. Requirements in the Upper Division BSN Program (TOTAL HOURS REQUIRED 64)

- NUR 3065C Health Assessment (3)
- NUR 3125 Pathophysiology in Nursing (3)
- NUR 3145 Pharmacology for Nursing (3)
- NUR 3226 Adult Health Nursing I (3)
- NUR 3226L Adult Health Nursing I Clinical (4)
- NUR 3286 Gerontological Nursing (2)
- NUR 3286L Gerontological Nursing (1)
- NUR 3355 Child Health Nursing (2)
- NUR 3355L Child Health Nursing Clinical (1)
- NUR 3535 Mental Health Nursing (2)
- NUR 3535L Mental Health Nursing Clinical (1)
- NUR 3825 Introduction to Professional Nursing (2)
- NUR 3829C Foundations of Nursing Practice (4)
- NUR 3833 Patient Care Management in Nursing (3)
- NUR 4169 Evidence-Based Nursing Practice in Symptom Management(3)
- NUR 4227 Adult Health Nursing II (3)
- NUR 4227L Adult Health Nursing II Clinical (4)
- NUR 4455 Reproductive Health Nursing (2)
- NUR 4455L Reproductive Health Nursing Clinical (1)
- NUR 4636 Community & Public Health Nursing (3)
- NUR 4636L Community and Public Health Nursing Clinical (2)
- NUR 4295C Critical Care Nursing (3)
- NUR 4948L Senior Nursing Practicum (3)
- NUR 4165 Principles of Nursing Research (3)
- IDS 3920 University Colloquium (3)

3. Additional Electives (variable)

Additional electives may be required to reach a minimum of 124 credit hours for the baccalaureate degree.

TOTAL SEMESTER HOURS REQUIRED FOR THE BSN DEGREE: 124 HRS

Current 8-22-2017
BSN GRADUATION REQUIREMENTS

- Students must satisfactorily complete a minimum of 124 credit hours, including 64 credit hours of upper division coursework.
- Completion of all required BSN courses with a minimum grade of C (64 credits).
- A cumulative GPA of 2.0 is required for all coursework attempted at FGCU.
- At least 31 of the last 64 hours must be completed at FGCU.
- Satisfy College-Level Skills and foreign language entrance requirements.
- Satisfy Service Learning requirement.
- Satisfy School of Nursing NCLEX-RN Success Plan requirements.

BSN COURSE DESCRIPTIONS AND CREDIT HOURS
(Note: All prerequisites and major courses must be completed with a minimum grade of C)

The School of Nursing is congruent with the university in regard to credit hour allocation: one semester hour of credit is awarded for one 50-minute clock hour of classroom instruction a week. For one semester hour of credit in nursing practice courses (courses with an L or C designation), a minimum of 45 clock hours of participation in a practice, simulation or other laboratory setting are required. Credit hours for NUR courses may be divided into (Class + Lab + Clinical). Please see Appendix A for a Sample BSN Advising Worksheet. Please note a minimum grade of C is required for all courses and prerequisites.

NUR 3065C - Health Assessment - 3 credit(s) (2 + 1 + 0)
A critical thinking, systems approach to health assessment of diverse individuals across the lifespan.
Prerequisite(s): NUR 3125 for level Undergraduate with minimum grade of C (may be taken concurrently) and NUR 3145 for level Undergraduate with minimum grade of C (may be taken concurrently) and BSC 1085C for level Undergraduate with minimum grade of C and BSC 1086C for level Undergraduate with minimum grade of C

NUR 3125 - Pathophysiology in Nursing - 3 credit(s) (3 + 0 + 0)
A systems approach to the major pathologies and related physiologic responses.
Prerequisite(s): BSC 1085C for level Undergraduate with minimum grade of C and BSC 1086C for level Undergraduate with minimum grade of C

NUR 3145 - Pharmacology for Nursing - 3 credit(s) (3 + 0 + 0)
A systems approach to the major pharmacological classifications and alternative therapies.
Prerequisite(s): BSC 1085C for level Undergraduate with minimum grade of C and BSC 1086C for level Undergraduate with minimum grade of C
NUR 3226 - Adult Health Nursing I - 3 credit(s) (3 + 0 + 0)
A systems approach to nursing care of diverse individuals with alterations in health.
Prerequisite(s): NUR 3065C for level Undergraduate with minimum grade of C and NUR 3125 for level Undergraduate with minimum grade of C and NUR 3145 for level Undergraduate with minimum grade of C and NUR 3825 for level Undergraduate with minimum grade of C and NUR 3829C for level Undergraduate with minimum grade of C
Corequisite(s): NUR 3226

NUR 3226L - Adult Health Nursing I Clinical - 4 credit(s) (0 + 0 +4)
Clinical practice experiences offer students with opportunities to provide safe, appropriate nursing care for patients with acute, chronic, or life-threatening health problems.
Prerequisite(s): NUR 3065C for level Undergraduate with minimum grade of C and NUR 3125 for level Undergraduate with minimum grade of C and NUR 3145 for level Undergraduate with minimum grade of C and NUR 3825 for level Undergraduate with minimum grade of C and NUR 3829C for level Undergraduate with minimum grade of C
Corequisite(s): NUR 3226

NUR 3286 - Gerontological Nursing - 2 credit(s) (2 + 0 + 0)
A systems approach to nursing care of aging individuals and their families.
Prerequisite(s): NUR 3065C for level Undergraduate with minimum grade of C and NUR 3125 for level Undergraduate with minimum grade of C and NUR 3145 for level Undergraduate with minimum grade of C and NUR 3825 for level Undergraduate with minimum grade of C and NUR 3829C for level Undergraduate with minimum grade of C
Corequisite(s): NUR 3286L

NUR 3286L - Gerontological Nursing Clinical - 1 credit(s) (0 + 0 + 1)
Clinical Practice experiences provide the student with the opportunity to apply principles of gerontological and end-of-life care.
Prerequisite(s): NUR 3065C for level Undergraduate with minimum grade of C and NUR 3125 for level Undergraduate with minimum grade of C and NUR 3145 for level Undergraduate with minimum grade of C and NUR 3825 for level Undergraduate with minimum grade of C and NUR 3829C for level Undergraduate with minimum grade of C
Corequisite(s): NUR 3286

NUR 3355 - Child Health Nursing - 2 credit(s) (2 + 0 + 0)
A systems approach to health promotion, health maintenance, and nursing care of families with infants and children.
Prerequisite(s): NUR 3145 for level Undergraduate with minimum grade of C and NUR 3226 for level Undergraduate with minimum grade of C and NUR 3226L for level Undergraduate with minimum grade of C
Corequisite(s): NUR 3355L

NUR 3355L - Child Health Nursing Clinic - 1 credit(s) (0 + 0 + 1)
Students practice nursing care of families with ill infants and children and health promotion/maintenance for families with infants and children.
Prerequisite(s): NUR 3145 for level Undergraduate with minimum grade of C and NUR 3226 for level Undergraduate with minimum grade of C and NUR 3226L for level Undergraduate with minimum grade of C
Corequisite(s): NUR 3355

NUR 3535 - Mental Health Nursing - 2 credit(s) (2 + 0 + 0)
Mental health nursing focuses on concepts related to care of individuals/families experiencing mental health disorders.
Prerequisite(s): NUR 3065C for level Undergraduate with minimum grade of C and NUR 3829C for level Undergraduate with minimum grade of C and NUR 3125 for level Undergraduate with minimum grade of C and NUR 3145 for level Undergraduate with minimum grade of C and NUR 3825 for level Undergraduate with minimum grade of C
Corequisite(s): NUR 3535L
NUR 3535L - Mental Health Nursing Clinical - 1 credit(s) (0 + 0 + 1)
Clinical practice experiences provide students with the opportunity to provide care for patients and families experiencing mental health disorders.
Prerequisite(s): NUR 3065C for level Undergraduate with minimum grade of C and NUR 3125 for level Undergraduate with minimum grade of C and NUR 3145 for level Undergraduate with minimum grade of C and NUR 3825 for level Undergraduate with minimum grade of C and NUR 3829C for level Undergraduate with minimum grade of C
Corequisite(s): NUR 3535

NUR 3825 - Introduction to Professional Nursing - 2 credit(s) (2 + 0 + 0)
An introduction to the history and professional role development of nursing.

NUR 3829C - Foundations of Nursing Practice - 4 credit(s) (3 + 1 + 0)
A foundational course emphasizing professional role development and basic nursing care.
Prerequisite(s): NUR 3125 for level Undergraduate with minimum grade of C (may be taken concurrently) and NUR 3145 for level Undergraduate with minimum grade of C (may be taken concurrently)

NUR 3833 - Patient Care Management in Nursing - 3 credit(s) (3 + 0 + 0)
An introduction to patient care management concepts in nursing essential to promote high quality and safe patient outcomes.
Prerequisite(s): NUR 3065C for level Undergraduate with minimum grade of C and NUR 3829C for level Undergraduate with minimum grade of C and NUR 3145 for level Undergraduate with minimum grade of C and NUR 3226 and NUR 3226L

NUR 4165 – Principles of Nursing Research - 3 credit(s) (3 + 0 + 0)
Examines basic principles of research methods with emphasis on critical appraisal and interpretation of nursing research and the relationship to nursing science, theory, and practice.
Prerequisite(s): NUR 3065C and NUR 3125 and NUR 3145 and NUR 3825 and NUR 3829C

NUR 4169 - Evidence-Based Nursing Prac. - 3 credit(s)
Focus on improving patient outcomes through an evidence-based nursing practice approach in symptom assessment, intervention, and evaluation.
Prerequisite(s): *NUR 4165 and NUR 3226 and NUR 3226L (*Prior to Fall 2015 IHS 4504 required)

NUR 4227 - Adult Health Nursing II - 3 credit(s) (3 + 0 + 0)
A systems approach to nursing care of diverse individuals with alterations in health.
Prerequisite(s): NUR 3145 for level Undergraduate with minimum grade of C and NUR 3226 for level Undergraduate with minimum grade of C and NUR 3226L for level Undergraduate with minimum grade of C
Corequisite(s): NUR 4227L

NUR 4227L - Adult Health Nursing II Clinical - 4 credit(s) (0 + 0 + 4)
Clinical practice experiences offer students with opportunities to provide safe, appropriate nursing care for patients with acute, chronic, or life-threatening health problems.
Prerequisite(s): NUR 3145 for level Undergraduate with minimum grade of C and NUR 3226 for level Undergraduate with minimum grade of C and NUR 3226L for level Undergraduate with minimum grade of C
Corequisite(s): NUR 4227

NUR 4295C - Critical Care Nursing - 3 credit(s) (2.5 + 0 + .5)
A systems approach to nursing care of individuals with complex, multisystem alterations in health.
Prerequisite(s): NUR 4227 for level Undergraduate with minimum grade of C and NUR 4227L for level Undergraduate with minimum grade of C

NUR 4455 - Reproductive Health Nursing - 2 credit(s) (2 + 0 + 0)
Reproductive health nursing focuses on concepts related to health promotion and care of individuals and families.
Prerequisite(s): NUR 3145 for level Undergraduate with minimum grade of C and NUR 3226 for level Undergraduate with minimum grade of C and NUR 3226L for level Undergraduate with minimum grade of C
Corequisite(s): NUR 4455L

NUR 4455L - Reproductive Health Nursing Clinical - 1 credit(s) (0 + 0 + 1)
Clinical practice experiences provide the students with the opportunity to apply principles of family and reproductive health nursing.
Prerequisite(s): NUR 3145 for level Undergraduate with minimum grade of C (may be taken concurrently) and NUR 3226 for level Undergraduate with minimum grade of C (may be taken concurrently) and NUR 3226L for level Undergraduate with minimum grade of C (may be taken concurrently)
Corequisite(s): NUR 4455

NUR 4636 - Community & Pub Health Nursing - 3 credit(s) (3 + 0 + 0)
Concepts of population-centered health care including health promotion, epidemiology, disaster preparedness, environmental health, and bioterrorism.
Prerequisite(s): NUR 3145 for level Undergraduate with minimum grade of C and NUR 3226 for level Undergraduate with minimum grade of C and NUR 3226L for level Undergraduate with minimum grade of C
Corequisite(s): NUR 4636L

NUR 4636L - Community & Pub Health Nursing Clinical - 2 credit(s) (0 + 0 + 2)
Clinical practice experiences provide students with the opportunity to apply principles of community and public health nursing with aggregate populations.
Prerequisite(s): NUR 3145 for level Undergraduate with minimum grade of C and NUR 3226 for level Undergraduate with minimum grade of C and NUR 3226L for level Undergraduate with minimum grade of C
Corequisite(s): NUR 4636

NUR 4948L - Senior Nursing Practicum - 3 credit(s) (0 + 0 + 3)
Culminating clinical practice experience with a clinical preceptor that provides students opportunities to plan, deliver, and evaluate safe, competent care for patients in various health care settings.
Prerequisite(s): All theoretical nursing courses must be completed as required for Level II preceptored practice experiences

IDS 3920 - University Colloquium - 3 credit(s)
The University Colloquium brings together students from all five colleges in a series of interdisciplinary learning experiences. These experiences are designed to address the ecological perspective outcome in relations to other university outcomes and guiding principles. Critical thinking and communication skills will be enhanced through field trips, discussion, projects, and a journal to be maintained by each student. (Advisor approval needed for virtual sections only.)
I. BSN PROGRAM POLICIES AND GUIDELINES

ADVISING
Academic advising by designated SON faculty is provided to maintain the standards of the Program and to guide each student. All students are assigned a SON faculty advisor. The purpose of academic advising is to assist the student in his/her academic progression throughout the program. The role of the advisor is to assist students with adjustment to the School of Nursing and facilitate a smooth progression through the program. The advisor/advisee relationship should be seen as a unique opportunity for mentoring and professional growth. The following principles guide program advising:

- The advisor and student have a joint responsibility to maintain contact with one another regarding student progress within the program.
- Students are expected to schedule regular advising sessions throughout the program to monitor their own progress towards completion of all requirements for graduation.
- Students are expected to phone or email their assigned advisor in advance to set up advising sessions or sign sign-up sheets on office doors.
- Students may register for courses ONLY AFTER they have consulted with their advisors.
- Students must follow one of the approved full-time BSN progression paths in this limited access program based on their semester (Fall or Spring) of admission (See appendix E). BSN Progression paths are assigned on program admission.
- Students who are not following the required full-time progression path for any reason will have an advisor hold and are required to meet with their advisor for progression review.
- Students must follow the FGCU 3/2 Withdrawal Limit Rule (3/2 Rule)
- Students who are not on a full-time progression path because of prior “Drops”, “W”, “WE”, “WF”, “D”, “F”, “I”, or “U” are not automatically guaranteed seats in future courses. Seating is on a “space available” basis each subsequent semester.
- The student has the right to examine his/her advising file.
- The student has the responsibility to provide information necessary to make contact details accurate and complete at both School and University levels.

ACADEMIC BEHAVIOR STANDARDS AND ACADEMIC DISHONESTY
All students are expected to demonstrate honesty in their academic pursuits. In safeguarding the essential professional standards of honesty and integrity, faculty are compelled to apply academic sanctions which can be as severe as course failure and dismissal from the Nursing Program. The university policies regarding issues of honesty can be found in the FGCU Student Guidebook under the Academic Behavior Standards. All students are expected to understand their responsibilities and consequences for violations of the policy.

Current 8-22-2017
ACADEMIC STANDARDS AND PROGRESSION

Approved by Faculty Organization 4/09, 4/11, 8/14, 4/15

The following academic and progression standards apply to the Bachelor of Science in Nursing (BSN) Program:

- All required NUR and IDS courses in the BSN Program must be completed at FGCU, including any course in which a student has received a “D”, “F”, “I”, “U”, “W”, “WE” or “WF”.

- A student must meet all course pre-requisites and co-requisites to enroll in, and remain in, NUR and IDS courses. Pre-requisites are courses which are required to be completed with a minimum grade of C prior to taking the next course in the progression. Co-requisites are courses that must be taken simultaneously.

- A grade of “D”, “F”, “I”, “U”, “W”, “WE” or “WF” in a course pre-requisite does not constitute meeting that pre-requisite.

- If a student withdraws from a course that is a co-requisite with another course, the student must withdraw from both courses.

- A student may only withdraw (“W”, “WE”, or “WF”) from a required NUR or IDS course in the BSN program one time. A second withdrawal (“W”, “WE”, or “WF”) from the same course for academic reasons will result in dismissal from the BSN Program.

- A newly admitted student who is not enrolled in a full-time BSN Progression Path by the Monday of the second week of classes in his/her first semester of the Program will be dropped from all BSN courses and forfeit his/her admission to the BSN Program.

- A student who withdraws from all BSN Program courses in the first semester of their nursing major will be required to reapply for admission to the BSN Program.

- A student who withdraws (“W” or “WF”) from more than three courses in the BSN Program will be dismissed from the BSN Program. (Note: the FGCU 3/2 Withdrawal Limit Rule (3/2 Rule) implemented in Fall 2017 applies to the BSN Program)

- A grade of “C” or higher is required in all NUR and IDS theory courses for a passing grade and continued progression in the BSN Program.

- A satisfactory grade (“S”) in practice must be achieved in NUR practice courses with a C or L designation for continued progression in the BSN Program.

- A student must achieve a grade of “C” or higher in a NUR theory course in order to receive a passing grade (“S”) in an associated NUR XXXX L practice course.

Current 8-22-2017
Conversely, a student must achieve a satisfactory grade (“S”) in a NUR XXXX L practice course in order to receive a passing grade (“C” or higher) in the associated NUR theory course.

- A student is in good academic standing if his or her institutional GPA is greater than or equal to 2.00. A student will be placed on Academic Warning if his or her institutional GPA falls below 2.00 for the first time. A student will be placed on Academic Probation if his or her institutional GPA falls below 2.00 for the second time. A student will be placed on Academic Suspension if he or she is currently on Academic Probation and earns a semester GPA below 2.00. A student will be placed on Probation after Academic Suspension when he or she returns following non-enrollment for Academic Suspension. Semester GPA of 2.00 or higher must be earned to avoid Academic Dismissal. A student will be placed on Academic Dismissal if he or she does not earn a 2.00 or higher semester GPA while on Probation after Academic Suspension (See the complete FGCU policy on Academic Standing).

- A student receiving a “D”, “F”, “U”, or “WF” in two (2) different NUR and/or IDS courses in the BSN Program will be dismissed from the program.*

- A student receiving a “D”, “F”, “U”, “W”, or “WF” in a NUR or IDS course on the original, or a “D”, “F”, “U”, “W”, or “WF” on the repeat attempt of that course, will be dismissed from the BSN Program.*

- A student who has received a “D”, “F”, “I”, “U”, “W”, “WE”, or “WF” from a NUR or IDS course must meet with their advisor to develop an alternative plan of progression for program completion, and will only be permitted to register in subsequent program courses on a space available basis.

- Completion of the entire School of Nursing NCLEX-RN Success Plan is required for certification to graduate.

- The ATI Content Mastery Series test required in selected courses (courses are specified in NCLEX-RN Success Plan) is a course requirement and must be completed by the student in order to pass the course.

- In NUR 4948L Senior Nursing Practicum, a student must take the ATI RN Comprehensive Predictor Test and needs to score at the 90% confidence level** of passing NCLEX-RN on the first attempt or remediate for 2 – 3 weeks and take a second test from ATI that is very similar. The student must obtain the 95% confidence level score on the second attempt or the student will receive a “U” in NUR 4948L Senior Nursing Practicum.

*While a student may apply for and receive grade forgiveness, this does not negate this academic standard & progression requirement.

**Confidence level groupings as adjusted by ATI will be used
APPEAL PROCESS- GRADES

In accordance with University guidelines students may appeal the following:

- Grades or other academic action taken by an instructor.
- Grades resulting from an instructor’s:
  - Alleged deviation from established and announced grading policy.
  - Alleged errors in application of grading procedures.
  - Alleged lowering of grades for non-academic reasons.

RESOLUTION OF STUDENT APPEALS: SCHOOL LEVEL PROCESS

A. All student grade appeals or allegations of specific wrongful academic action(s) by an instructor shall first be brought to the attention of the instructor of the course. This action must be initiated within one semester of the alleged wrongful action or grade, or as soon thereafter as the student becomes aware of such action. The parties should attempt to resolve the problem in as speedy and satisfactory manner as possible. If dissatisfied with the instructor’s decision, or if the instructor is not available, the student may then continue to pursue an informal solution with the School of Nursing Director.

B. The School Director and instructor should make every effort with the student to solve the problem at the informal level. This resolution shall take place within ten (10) school days of the complaint being brought to the School Director. At the time the School Director notifies the student of this decision, he/she should also inform the student of the formal procedure for appeal. The School Director decision must be in writing.

C. When the instructor is not available to discuss the problem, if at all possible, the resolution should wait until such time as the instructor can return to the campus, but not longer than one semester. If the School Director determines that an emergency exists requiring that the problem must be solved prior to the availability of the instructor (e.g., in a case of probable delayed graduation), the School Director shall make every reasonable effort to apprise the instructor of the situation. The instructor may elect to submit a written statement and to designate a faculty replacement to aid in solving the problem. If the instructor cannot be reached or does not elect to designate a replacement and the complaint must be dealt with promptly, then the School Director shall act on behalf of the instructor.

D. If the appeal or allegation is made against the School Director in the role of instructor, then the student shall treat the initial appeal as the appeal to the School Director and proceed accordingly.

RESOLUTION OF STUDENT APPEALS: COLLEGE LEVEL & FINAL APPEAL

If not satisfied with the resolution of the complaint proposed by the School of Nursing Director, the student may proceed within ten (10) school days of receipt of the School Director’s written decision to file a written appeal with the Office of the Dean of the College in which the course is housed. The written appeal to be introduced at the college level only after informal resolution has failed must clearly specify the action which the student perceives as wrong. Please refer to the FGCU Student Guidebook Student Grade Appeals for full details.
ARRESTS OR CONVICTIONS

A nursing student who is arrested or charged with a criminal offense, on or off-duty, must promptly (within 24 hours) inform the School Director and the Office of Student Conduct of the arrest and the nature of the charges. Students arrested for criminal offenses may be immediately suspended from the school until the charges are resolved. Failure to notify the school of an arrest or charge is grounds for disciplinary action up to and including dismissal from the school, regardless of whether the arrest or charges lead to conviction.

ATTENDANCE AND PUNCTUALITY

An expectation of professional practice is that students attend on-time to all classes, clinical practice, simulation and laboratory experiences. Responsibility and accountability for meeting course obligations is a fundamental component of professionalism. Learning how to be a professional is an integral part of the BSN Curriculum.

In Classroom:
Students assume responsibility for attending all classes, however in the event a class period is missed, the student is responsible for all material covered and all announcements. Further, punctuality and attentiveness is courteous behavior exemplified by:

- Being on time and remaining for the entire class period.
- Remaining in the classroom until a break or end of the period
- Turning off cell phone and other communication devices.

In Clinical Practice (this includes all agency, simulation and laboratory experiences):
Punctual attendance at clinical practice, simulation and laboratory experiences is required. In the rare instance where illness or other catastrophic event prohibits attendance at or completion of a clinical practice, simulation or laboratory experience, the following process must be followed:

- Personal contact by telephone to clinical, simulation or laboratory instructor (No E-mail)
- Personal telephone call to Preceptor and course faculty when in Senior Practicum.

Failure to meet clinical practice, simulation and laboratory attendance and punctuality requirements may result in an Unsatisfactory (“U”) grade in the course and could result in dismissal from the BSN Program. There is no guarantee any missed clinical, simulation or laboratory experience can be rescheduled due to clinical practice site, time, and/or instructor constraints.

CELL PHONES

Cell Phones are not to be in use in classes, clinical practice, simulation or laboratories for calls, texts, photos, sound recording or video.

Current 8-22-2017
CIVILITY

The learning environment (classroom, virtual classroom, simulation, laboratories, practice sites, hallways, offices etc.) in which students gain knowledge, values, and competencies is co-created by all who enter into this environment. Students in the School of Nursing conform to, and express themselves in conventional patterns of social behavior. Such behavior is consistently expressed through social politeness, keen sensitivity, respect, and courteous treatment to others. Disruptive Behavior on campus will be managed through the FGCU Classroom Management process. Disruptive behavior in clinical settings may result in removal from practice and an Unsatisfactory grade in the course.

CORE PERFORMANCE STANDARDS

Core Performance Standards are the essential eligibility requirements for the School of Nursing and set forth the essential cognitive, sensory, affective, and psychomotor performance requirements that must be met throughout enrollment in an undergraduate or graduate nursing program. Please review the entire Core Performance Standards.

EMAIL POLICY

E-mail is an important communication tool used in the School of Nursing. Upon Admission to FGCU, all students are assigned an e-mail address that is accessible from any computer via the web page located at FGCU Email/Quicklinks.

The FGCU assigned eagle e-mail address is the only address used by School of Nursing faculty to communicate with students via e-mail. Do not email instructors or staff using any other email address. Students are responsible and accountable for information sent via this e-mail address and should check e-mails daily. Faculty in the School of Nursing may use email to communicate information, announcements, and memoranda. Course information such as assignments, handouts, and schedule changes may also be communicated through the email function in the Canvas Learning Management System.

Students should contact the FGCU Computing Services Helpdesk or (239) 590-1188 for issues with email. The ability to receive and read e-mail, open
attachments, and access online information is vital to success in the FGCU School of Nursing BSN Program.

**GRADING SYSTEM**

In the School of Nursing, a grade of “C” or better constitutes satisfactory progression in required Nursing (NUR) and University Colloquium courses. A Grade of “D” or “F” is not a passing grade. Plus and minus grades are not awarded in the Marieb College of Health & Human Services. The BSN Program Grade Scale is as follows:

<table>
<thead>
<tr>
<th>Numerical Grade Range</th>
<th>Letter Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>93 - 100</td>
<td>A</td>
</tr>
<tr>
<td>85 – 92</td>
<td>B</td>
</tr>
<tr>
<td>78 - 84</td>
<td>C</td>
</tr>
<tr>
<td>70 – 77</td>
<td>D</td>
</tr>
<tr>
<td>&lt; 70</td>
<td>F</td>
</tr>
</tbody>
</table>

**IMPAIRMENT POLICY AND PROCEDURE**  Approved by Faculty Organization 5/08

The School of Nursing expects all students to adhere to the professional behavioral standards of Registered Nurses as part of their academic requirements. Included in those professional behaviors is the maintenance of a drug and alcohol free environment to assure a safe, fair working environment for all nursing students and their patients. The School of Nursing recognizes substance abuse (SA) and chemical dependency (CD) as hazards of nursing practice. Any student suffering from the illness of chemical dependence will receive the same careful consideration and referral for treatment as a student having any other chronic illness.

The School requires that nursing students (including undergraduates and registered nurses in graduate or undergraduate degree programs) be free from illegal drugs at all times. The student must also be free of alcohol while on the school/hospital premises or any affiliate academic or clinical site. Nursing students are prohibited from having possession of, being under the influence of, possessing in the student’s body, blood or urine or using, consuming, transferring, selling or attempting to do any of the above while on school or hospital premises or any affiliate academic or clinical site. This policy does not prohibit the legal possession or dispensing of patient medications in accordance with the student’s clinical assignment or the legal possession and consumption of alcohol in accordance with local and state law and FGCU regulations at approved non-clinical functions.

Any student in violation of the policy will be subject to immediate disciplinary action up to and including dismissal from the school, report to state licensing board, referral to the Florida Intervention Project for Nurses (IPN) and notification of appropriate authorities.
A. **Substance abuse education** is included in the curriculum.

B. **Admission Drug testing**

Until proven otherwise an individual with a positive drug screen is presumed to be under the influence of drugs.

1. Candidates for admission to the SON BSN Program may be required to submit to a drug testing as a requirement for admission to the school. Admission may be denied to candidates who fail to provide a drug screen or have a positive result on a pre-admission drug screen.
   a. Failure to inform the school of a SA or CD history or active participation in a peer assistance program may result in denial of admission or immediate dismissal from the program.

2. Admitted students will be required to submit to drug testing as a program requirement and may be required to submit to additional drug testing for attending clinical practice sites during the program.

C. **Testing for reasonable suspicion**

Testing for reasonable suspicion will require that a nursing student undergo an immediate blood or urine drug testing and/or alcohol urine or breathalyzer screen and a possible physical body examination under any of the following circumstances:

1. When there is reasonable suspicion that the nursing student is under the influence of alcohol, intoxicants, non-prescribed narcotics, hallucinogens, marijuana or other non-prescribed controlled substances;

2. After the occurrence of a work-related injury, illness, or accident while at the school, hospital or any affiliate academic or clinical site;

3. Observation of poor judgment or careless acts, which caused or had the potential to cause a threat to patient safety, jeopardized the safety of others, or resulted in damage to equipment;

4. Nursing students who are taking over-the-counter or prescribed medication are responsible for being aware of the effect the medication may have on their academic performance or personal behavior and should report to their instructor or advisor the use of any medication that may impair their performance.

5. Nursing students may be transported to testing facilities by a faculty or staff member only after signing a consent and hold harmless agreement.

6. Nursing students who refuse to undergo an immediate drug and alcohol screen and/or breathalyzer will be subject to immediate disciplinary actions, up to and including dismissal from the program;

7. Nursing students are held accountable for controlled substances per department policy for controlled substances at all hospitals or any affiliate academic or clinical sites.

D. **Identification**

The School is responsible for identifying individuals with deteriorating academic performance, behavioral changes and excessive absenteeism, but is not responsible for diagnosing the nature of the problem. Early detection, intervention, and treatment
of SA and CD enhance the likelihood of a successful outcome. The impaired nursing student will be referred to the Florida IPN for evaluation of SA, CD and if warranted, referred for treatment services. It is the responsibility of every faculty member, clinical instructor, and nursing student to immediately report unsafe behaviors, working conditions or hazardous activities related to chemical impairment that may jeopardize the safety of the individual student, the patient, or colleagues. Faculty members are also responsible for recognizing the signs and symptoms of chemical impairment on academic and clinical performance. There are numerous signs of SA and CD related to job performance and attendance. While single incidences of these behaviors may not be significant, the presence of several, and an increasing frequency or a consistent pattern of these behaviors are the basis for reasonable suspicion of chemical impairment. Signs commonly associated with impairment include a change in the pattern of attendance, behavior or performance; physical signs of impairment or withdrawal, and unusual/abnormal use of controlled substances. For Example:

<table>
<thead>
<tr>
<th>Attendance</th>
<th>Behavior</th>
</tr>
</thead>
<tbody>
<tr>
<td>Excessive sick calls</td>
<td>Sloppy/inappropriate clothing</td>
</tr>
<tr>
<td>Repeated absences with a pattern</td>
<td>Poor hygiene</td>
</tr>
<tr>
<td>Tardiness</td>
<td>Mood swings</td>
</tr>
<tr>
<td>Suspiciousness</td>
<td>Frequent irritably with others</td>
</tr>
<tr>
<td>Frequent accidents on the job</td>
<td>Excessive talkativeness</td>
</tr>
<tr>
<td>Frequent physical complaints</td>
<td>Poor recall</td>
</tr>
<tr>
<td>Peculiar/improbable excuses for absences</td>
<td>Physical abuse</td>
</tr>
<tr>
<td>Frequent absence from clinical area</td>
<td>Rigidity/inability to change plans</td>
</tr>
<tr>
<td>Frequent trips to rest room/locker room</td>
<td>Incoherent or irrelevant statements</td>
</tr>
<tr>
<td>Long coffee or lunch breaks</td>
<td>Drowsiness at work</td>
</tr>
<tr>
<td>Early arrival or late departure</td>
<td>Uncooperativeness with staff</td>
</tr>
<tr>
<td>Presence in clinical during scheduled time off</td>
<td>Tendency towards isolation</td>
</tr>
<tr>
<td>Confusion about work schedule</td>
<td>Deteriorating relationships</td>
</tr>
<tr>
<td>Request for assignments at less supervised setting</td>
<td>Verbalizing/writing/posing/texting about drug use</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Performance</th>
<th>Physical Signs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Excessive time required for record keeping</td>
<td>Hand tremors</td>
</tr>
<tr>
<td>Assignments require more effort /time</td>
<td>Excessive sweating</td>
</tr>
<tr>
<td>Difficulty recalling/understanding instructions</td>
<td>Marked nervousness</td>
</tr>
<tr>
<td>Difficulty in assigning priorities</td>
<td>Coming to clinical, simulation, or laboratory areas intoxicated/impaired</td>
</tr>
<tr>
<td>Display of disinterest in work</td>
<td>Blackouts</td>
</tr>
<tr>
<td>Absentminded/forgetful</td>
<td>Frequent hangovers</td>
</tr>
<tr>
<td>Alternate periods of high and low activity</td>
<td>Odor of alcohol</td>
</tr>
<tr>
<td>Increasing inability to meet schedules</td>
<td>GI upset</td>
</tr>
<tr>
<td>Missed deadlines</td>
<td>Slurred speech</td>
</tr>
<tr>
<td>Frequent requests for assistance</td>
<td></td>
</tr>
</tbody>
</table>
Carelessness
Overreaction to criticism
Illogical or sloppy charting
Deteriorating handwriting
Poor judgment
Inattentive
Disorganized
Tendency to blame others
Patient’s complaints regarding poor care

Increased anxiety
Unsteady gait
Excessive use of breath mints/mouthwash
Sniffling, sneezing
Clumsiness
Flushed face
Watery eyes
Anorexia

Use of Controlled Substances

Signs out more controlled substances than other providers
Frequently breaks or spills drugs
Waits to be alone before obtaining controlled substances for assigned cases
Discrepancies between patient’s charts and narcotic records
Patient complaining of pain out of proportion to medication charted
Frequent medication errors
Defensive when questioned about medication errors
Frequent disappearance immediately after signing out narcotics
Unwitnessed or excessive waste of controlled drugs
Tampering with drug vials or containers
Use of infrequently used drugs

E. DOCUMENTATION

When SA or CD is suspected, nursing students and faculty are responsible for reporting their concerns and observations to the Director of the School of Nursing and in the case of graduate students, to the Director/Program Director of the student’s program or their designees. The Director(s) will explore the situation to substantiate observations and concerns about the student.

1. Documentation will be written, clear, concise, and include dates times, locations, and names of witnesses.
2. All pertinent records will be reviewed, including but not limited to patient records, narcotic inventory/usage, attendance records, record of grades, and clinical evaluations. Trends, violations or errors will be documented.
3. Confidentiality of reportees will be assured.

F. INSPECTION OF NURSING STUDENTS AND THEIR PROPERTY

1. With reasonable suspicion, inspection of lockers may be conducted by authorized personnel, including but not limited to hospital and school administration, faculty members, or school/medical security/police officers without notice, without students’ consent and without a search warrant.
2. Reasonable searches of nursing students and their property include but are not limited to lockers, mailboxes, lunch boxes, book bags, or other items on medical center property and private vehicles if parked on...
school or medical center property. Whenever possible, searches of
nursing student’s personal property will take place in the presence of
the nursing student.
3. Physical evidence such as used syringes, medication vials, or
containers of alcohol, found during a search of a nursing student locker
or property will be retained by the police or by the SON personnel as
supporting evidence.
4. A nursing student who refuses to submit to an immediate search or to
display of property shall be considered insubordinate and subject to
immediate dismissal.

G. ARRESTS OR CONVICTIONS
A nursing student who is arrested or charged with a criminal offense, on or off-
duty, must promptly (within 24 hours) inform the School Director and Office of
Student Conduct of the arrest and the nature of the charges. The nursing
student charged with a drug offense or DUI will be immediately suspended from
the school, pending resolution of the charges. The nursing student will be referred
to the Florida IPN program for evaluation, treatment and monitoring, or to the Board
of Nursing. The school will determine whether or not the student can be reinstated in
the school during or upon conclusion of the legal proceedings and IPN processes.
Students arrested for other criminal offenses may be immediately suspended
from the school until the charges are resolved.

Failure to promptly notify the school of an arrest or charge is grounds for disciplinary
action up to and including dismissal from the school, regardless of whether the arrest
or charges lead to conviction.

H. INTERVENTION
Intervention is a planned method of confrontation that attempts to provide an
objective and factual presentation of the problem to the impaired nursing student.
The objective of intervention is to get the nursing student to agree to a SA or CD
evaluation for diagnoses and possible treatment.
1. The nursing student will sign consents for drug and alcohol testing per
faculty request based on reasonable suspicion of SA.
2. The nursing student will be referred to the Florida IPN program and
agree to a substance abuse evaluation and compliance with
recommendations made by the Florida IPN program.
3. All information, interviews, reports, statements memorandums, and
drug test results, written or otherwise, received by the School are
confidential. Documentation will be kept by the Director of the School
of Nursing in file separate from the nursing student academic file. All
documentation will become part of the permanent academic file should
disciplinary action be warranted.
I. TREATMENT
Following a positive assessment for SA or CD, the nursing student will be immediately suspended from the program and will be required to enroll in the Florida IPN program for substance use evaluation, treatment and monitoring.
   1. The Florida IPN program is free. However, if the student chooses private addictions treatment in addition to the IPN program, they will accept responsibility for the cost of the treatment.
   2. If the nursing student fails to comply with the referral to the Florida IPN program, they will be dismissed from the program and reported to the Board of Nursing if they hold licensure.
   3. If the nursing student enters rehabilitation or a comprehensive substance abuse program as determined by the Florida IPN, a leave of absence will be granted to the nursing student and cannot exceed 12 months. Absence longer than 12 months results in program dismissal.
   4. If a nursing student fails to comply with the Florida IPN recommendations for treatment, they will be subject to immediate dismissal from the School of Nursing.

J. RE-ENTRY TO THE SCHOOL
Following successful completion of an approved Florida IPN program for SA or CD, a nursing student may be allowed to reenter the School of Nursing with a conditional enrollment status that is dependent upon: abstinence from all psychoactive substances, participation in on-going after-care programs, and restricted access to controlled substances in the clinical area governed by the Florida IPN. Reentry after treatment may be granted only once.

1. A conference will be conducted with the student, the nursing student’s advisor, Director of the School of Nursing, and if appropriate, the Director or designee of the student’s program.
2. The nursing student will provide evidence of successful completion of drug/alcohol rehabilitation and sustained active recovery/sobriety, including at least two references from a treatment counselor and a physician indicating that the nursing student is substance free, presently involved in an after-care program, and is fit for duty with no restrictions, other than those required by the school and has a planned program for continued recovery (aftercare).
3. A written contract with the school will be required for all nursing students reentering the program. The contract will include the responsibilities and requirements of the nursing student and the consequences of failure to meet any of the requirements. The contract will be specific for the individual involved according to his or her particular situation and state licensing regulations/requirements/guidelines. A re-entry contract may be more restrictive than the state requirements.
4. Faculty/clinical instructors will be notified of any clinical practice and schedule restrictions.
5. The recovering nursing student will be treated with respect and afforded all opportunities granted to other nursing students with disabilities.

K. DISMISSAL FROM PROGRAM
The following reasons are cause for dismissal of a nursing student with a suspected or known problem with SA or CD.
1. Failure to provide a written consent for a drug screen.
2. Failure to provide a blood or urine sample for a drug screen.
3. Refusal to submit to SA or CD evaluation conducted as determined by the Florida IPN.
4. Failure to complete appropriate SA or CD treatment as recommended by the Florida IPN program.
5. Failure to abide by the terms of the student’s re-entry contract with the school.
6. Conviction of or admission to, criminal activity.

L. DUE PROCESS
Any action taken against a student for violations of this policy may be appealed as an academic dismissal for failing to adhere to professional behavioral standards.

LEAVE OF ABSENCE POLICY AND PROCEDURE
A student may apply for a leave of absence (LOA) from the BSN Program due to illness, family emergency, or other extreme extenuating circumstances. A LOA may be granted for a maximum length of two (2) consecutive semesters. Fall, spring, and summer are all semesters in the BSN Program. Withdrawal from courses during a semester for academic reasons does not constitute a LOA. Students may not seek more than two (2) semesters of LOA during their enrollment in the BSN Program. A LOA form (Appendix B) must be completed and submitted to the School Director for approval. The student will be notified by the Director if the LOA request has been approved.

A student returning from an approved LOA is required to meet with his/her advisor prior to registering for classes. A student returning from an approved LOA may be required to test for competence in previously taken courses and complete work as necessary.

If a student does not return after two (2) consecutive semesters, the student will be dismissed from the BSN Program.

NCLEX- RN SUCCESS PLAN  Approved by Faculty Organization 1-5-2010
The School of Nursing NCLEX-RN Success Plan is designed to assist students to achieve success in the nursing program and on the NCLEX-RN examination. Once admitted to the BSN program, all students are progressively evaluated through computerized testing
provided by the Assessment Technologies Institute (ATI) testing system. The ATI system has been designed to promote NCLEX-RN success.

**Successful completion of the NCLEX-RN Success Plan is required for certification to graduate.**

The NCLEX-RN Success Plan components are as follows:

1. **ATI Content Mastery Series Diagnostic Tests**
   Throughout the nursing program, all students are required to complete ATI tests in selected courses. The ATI Content Mastery Series test required in each course is a course requirement and must be completed by the student in order to pass the course.

   Required ATI course tests are proctored and may be taken only once. A Test incentive is offered to students to encourage best performance on the ATI tests:
   - Students who score below Level 1 on a required ATI course test will have 10 (ten) points deducted from their final exam score in that course.
   - Students who score at Level 1 on a required ATI course test will have 5 (five) points deducted from their final exam score in that course.
   - Students who score at Level 2 on a required ATI course test will have 5 (five) points added to their final exam score in that course.
   - Students who score at Level 3 on a required ATI course test will have 10 (ten) points added to their final exam score in that course.

   **BSN Program Course**  
   **ATI Test**  
   NUR 3829C Foundations of Nursing Practice  
   ATI Fundamentals of Nursing  
   NUR 3145 Pharmacology  
   ATI Pharmacology  
   NUR 3535 Mental Health Nursing  
   ATI Mental Health  
   NUR 4227 Adult Health Nursing II  
   ATI Adult Medical-Surgical  
   NUR 3355 Child Health Nursing  
   ATI Nursing Care of Children  
   NUR 4455 Reproductive Health Nursing  
   ATI Maternal Newborn  
   NUR 4636 Community & Public Health  
   ATI Community Health  
   NUR 3833 Patient Care Management  
   ATI Nursing Leadership

2. **ATI RN Comprehensive Predictor Test**
   In NUR 4948L Senior Nursing Practicum, students take the RN Comprehensive Predictor Test and need to score at the 90% confidence level* of passing NCLEX-RN on the first attempt or remediate for 2 – 3 weeks and take a second test from ATI that is very similar. The student must obtain the 95% confidence level score on the second attempt or the student will receive a “U” in NUR 4948L Senior Nursing Practicum. (*Confidence level groupings as adjusted by ATI will be used)

3. **NCLEX-RN Review Course**
   All students are required to attend and complete a School approved comprehensive NCLEX-RN Review Course upon completion of the BSN program. This is a program graduation requirement and proof of completion must be submitted to the school. Once proof of completion is verified, graduation certification will be
INTRODUCTION
Nurses have a responsibility to understand the benefits and consequences of participating in social media. Students must consider important concepts and a number of principles when functioning within the virtual world of social media in order to maintain their own reputation, the reputation of the School of Nursing, and that of nursing as the most trusted profession. This policy encompasses personal and professional social media use.

IMPORTANT CONCEPTS
To understand the appropriate use of social media, it is important to understand confidentiality and privacy in the context of nursing education.

- **Privacy**
The patient sharing personal and health information with the expectation that they are treated with dignity and respect and the information will remain confidential.

- **Confidentiality**
  Safeguarding patient information.

- **Protected Health Information (PHI)**
  Any and all information covered by Health Insurance Portability and Accountability Act (HIPAA) such as a patient’s health status, provision of health care, payment for health care and medical record that can be linked back to a specific individual.

- **Confidential personal or nonpublic proprietary information**
  Information about other students, families, FGCU faculty, staff, alumni, and clinical institutions and employees such as any non-public personal and financial information, pictures, sound/see recording without consent, computer codes/passwords.

TYPES OF SOCIAL MEDIA
Social media is defined as web-based and mobile technology used for interactive communication. Regardless of the type of social media, students are responsible for content they post, text, share and promote. Examples of social media may include (but are not limited to) the following:

- Blogs – Blogger, LiveJournal, Xanga
- Microblogs – Dailybooth, Foursquare, Google Buzz, Posterous, Tumblr, Twitter
- Podcasts – Blubrry
- Social networks – Allnurses.com, Bebo, Facebook, Google+, Linkedin, MySpace, Orkut, Second Life
- Social news sharing – Digg, Flickr, Instagram, Reddit, Snapchat
- Social bookmarks/social tags – Delicious, Diigo, Google Reader, StumbleUpon
• Video hosts – Vimeo, YouTube

POLICY STATEMENT
The School of Nursing recognizes that social networking provides opportunities such as communication about the nursing profession, discussion of nursing and health related information, and the dissemination of research and evidence-based practice. However, privacy is a fundamental ethical and legal obligation for all nurses; therefore, the School of Nursing embraces the American Nurses’ Association Principles for Social Networking (ANA, 2011) as guiding principles:

1. Nurses must not transmit or place online individually identifiable patient information.
2. Nurses must observe ethically prescribed professional patient-nurse boundaries.
3. Nurses should understand that patients, colleagues, institutions, and employers may view postings.
4. Nurses should take advantage of privacy settings and seek to separate personal and professional information online.
5. Nurses should bring content that could harm patient’s privacy, rights, or welfare to the attention of appropriate authorities.
6. Nurses should participate in developing institutional policies governing online conduct.

Students should represent Florida Gulf Coast University (FGCU) and the School of Nursing in a fair, accurate, ethical, and legal manner while engaging in all internet activities. Official School of Nursing electronic communication regarding School business, academic schedules, academic classes will occur through School-sanctioned channels such as FGCU email, Canvas, listservs, and FGCU websites. When interacting on social media, students must be cognizant that information may be public for anyone to see and can be traced back to you as the individual. Students are prohibited from disclosing through social media information such as (but not limited to) the following:

• Patient protected health information as defined by HIPAA, including identifiable information concerning patients, clients, and clinical rotations and locations.
• Clinical discussions for the purpose of education that include any identifiable information related to patients or clinical institutions and employees.
• Location of clinical sites
• Confidential or non-public proprietary information including photos or videos of patients, patient families, students, faculty, staff, and clinical institutions and employees.
• Comments that are damaging to FGCU, other students, faculty, adjuncts, clinical instructors, staff, and clinical institutions and employees.

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• Comments that are threatening, harassing, profane, obscene, sexually explicit, racially derogatory, homophobic or other offensive comments.
• Postings that are in violation of any state or federal laws.

Nursing faculty and students have an obligation to immediately report any violations of privacy and confidentiality.

CONSEQUENCES
Improper use of social media may violate state and federal laws established to protect patient privacy and confidentiality and can result in both civil and criminal penalties. Inadvertently or unintentionally breaching privacy and confidentiality may result in disciplinary action including:
• Failure in a course
• Report/Notification to the Dean of Students
• Student Conduct Hearing
• Dismissal from the clinical site, simulation or laboratory
• Dismissal from the Nursing Program
• Being reported to the Florida Board of Nursing

Students are legally responsible for any and all communications on social media websites. If you make a mistake, admit it immediately. Faculty and staff can assist you in finding a solution, potentially avoiding any harmful implications.

References/Resources
Skiba, D.J. (2011). Nursing education 2.0: The need for social media policies for schools of nursing. Nursing Education Perspectives, 32(2), 126-127.

STUDENT GRIEVANCE PROCEDURE
The FGCU Student Grievance Procedure aims to provide a procedure whereby student grievances are processed promptly and resolved fairly. Click here for the Student Grievance Procedure.
UNDERGRADUATE STUDENT WORKLOAD POLICY

The Nursing Program is rigorous and demanding of time, energy, and talent. When making decisions about employment, students are to carefully consider workload expectations of credit hours registered for at FGCU. For example, a 3 credit hour course requires 3 hours classroom plus an additional 9-10 hours study time each week. A four credit hour nursing practice course requires 12 hours of practice, and 6 hours study, care planning and associated time each week. **Students are expected to make realistic employment decisions since the hours worked outside of university are not an excuse for failing to meet academic and practice performance standards, and BSN Program schedules for classes, testing, simulation, laboratories and clinical practice.**
III. Course, Clinical Practice and Laboratory Policies, Guidelines & Requirements

AMERICAN HEART ASSOCIATION BLS CERTIFICATION

Students are to maintain current Basic Life Support (BLS) certification throughout their entire BSN Program. A student who does not have current BLS certification will not be allowed to enroll and/or maintain enrollment in BSN Program courses. It is the student responsibility to ensure BLS Certification is current at all times.

Students must obtain BLS certification from the American Heart Association by completing the HeartCode BLS Course AND a BLS Hands-on Skills Session and testing conducted with an AHA Instructor. This applies to initial and subsequent renewals. The School will not accept any other certification. The School of Nursing does not offer BLS certification classes. Supporting evidence of current BLS certification must be submitted by the student directly into the CastleBranch student tracker area.

Please review the American Heart Association HeartCode BLS course and the Hands-on Skills Session information.

CRIMINAL BACKGROUND CHECKS & DISCLOSURE (Approved Faculty Org 5/27/11)

In order to meet requirements of various clinical agencies where BSN students complete their practice experiences and eligibility for licensure by the Florida Board of Nursing as a registered nurse, students are required to disclose conviction records for misdemeanors and/or felonies. Therefore, after acceptance into the BSN program, students must complete criminal background checks. The FGCU SON requires completion of a Level 2 Federal Bureau of Investigation (FBI)/Florida Department of Law Enforcement (FDLE), and an Extended Criminal Background Check. Any criminal history revealed on background checks may affect a student's ability to participate in clinical experiences, complete the BSN Program, and/or obtain registered nurse licensure. (See the Florida Board of Nursing and Florida Statutes 408.809 Background Screening: Prohibited offenses)

FDLE fingerprinting and the Extended Criminal Background Check will be required annually. Additionally, please note that each clinical agency you are scheduled for may require additional screening prior to placement.

If the extended criminal background check findings reveal a history of criminal activity, the Director of Nursing will discuss the findings with the student and one of the following will occur:

1) If the findings are incompatible with clinical practice site requirements or eligibility for licensure as a registered nurse in the state of Florida, the student will be dismissed from the BSN program.
2) If the findings do not impact clinical practice site requirements or eligibility for licensure as a registered nurse in the state of Florida, the student will sign a waiver allowing the Director of Nursing to send the notification to a requesting clinical practice facility. A copy of this notification will also be placed in the student’s file.

Clinical practice facilities have the right to refuse to permit a student to attend practice in their facility due to criminal charges. If a student is denied access to clinical practice, this could result in inability to complete clinical requirements, course failure and dismissal from the BSN program. Students may be required to complete an attestation verification form as part of their practice requirements at certain clinical agencies. This attestation requires that students verify they have an acceptable Level 2 FBI/FDLE and Extended Criminal Background Check Report.

1) Level 2 Criminal Background Check: FBI/FDLE.

This is a Background Check facilitated by CastleBranch and involves fingerprinting. Students must have fingerprinting on admission, then annually and as otherwise notified by the program or clinical agencies. **Students admitted in a Fall semester will have an annual Level 2 Criminal Background Check renewal date of August 1st each year in the Program. Students admitted in a Spring Semester will have an annual Level 2 Criminal Background Check renewal date of December 15 each year in the program. This means the renewal must be completed by the renewal date.**

2) Extended Criminal Background Check

This required background screening is conducted through CastleBranch (If a student has lived in other states there will be an additional charge for each state that must be searched). **Students admitted in a Fall semester will have an annual Extended Criminal Background Check renewal date of August 1st each year in the Program. Students admitted in a Spring Semester will have an annual Extended Criminal Background Check renewal date of December 15 each year in the program. This means the renewal must be completed by the renewal date.**

**Criminal Background Check Changes/Updates**

- In addition to the Criminal Background Check on admission requirements, **once a student has entered the BSN Program, it is their responsibility to promptly (within 24 hours) report any changes/updates in their criminal background record. Failure to do so will result in dismissal from the BSN Program.** The student is required to submit the updated information to the School of Nursing and Office of Student Conduct. After review of the findings, the Director of Nursing may discuss the findings with the student and one of the following may occur:

  1) If the findings are incompatible with clinical practice site requirements or eligibility for licensure as a registered nurse in the state of Florida, the student will be dismissed from the BSN program.
2) If the findings do not impact clinical practice site requirements or eligibility for licensure as a registered nurse in the state of Florida, the student will sign a waiver allowing the Director of Nursing to send a notification to any requesting clinical practice facility. A copy of such notification will also be placed in the student’s file.

**DRUG SCREEN**

Drug and alcohol screening is required on admission, annually, on suspicion, randomly and as required by clinical agencies. Screening includes a 10 panel drug and alcohol test. Screening is managed through CastleBranch. **Students admitted in a Fall semester will have an annual Drug Screen renewal date of August 1st each year in the Program. Students admitted in a Spring Semester will have an annual Drug Screen renewal date of December 15 each year in the Program. This means the renewal must be completed by the renewal date.**

**HEALTH INSURANCE**

Personal Health Insurance is required. **Students must have valid personal health insurance at all times while in the BSN Program to enroll and/or maintain enrollment in BSN Program courses. Health related incidents occurring in nursing labs and clinical agencies such as needle sticks or other exposures or issues are the responsibility of the student and can be costly without health insurance.**

Verification of valid health insurance must be submitted annually to CastleBranch each year while in the program. Students must submit a dated health insurance card with their name, or official letter showing their name and that their personal health insurance is current. **It is the student responsibility to have this documentation in CastleBranch updated each year to show that health insurance is current for the year.**

**IMMUNIZATIONS AND SCREENING TESTS**

All students are required to maintain current immunizations/screenings throughout their entire BSN Program. **A student who does not have current immunization/screening requirements met will not be allowed to enroll and/or maintain enrollment in BSN Program courses. It is the student responsibility to ensure all immunizations/screenings are current at all times while in the BSN Program.**

Students are required to submit proof of immunization/screening into the CastleBranch Student Tracker area. It is the responsibility of the student to
maintain immunization/screening at all times during the BSN Program and to submit updated documentation into the CastleBranch student tracker area. Please note that student access into CastleBranch must be renewed annually and the annual fee is set by CastleBranch.

The School of Nursing requires the following immunization/screening with verification uploaded into the CastleBranch tracker:

- Documented proof of immunity for Rubeola, Mumps, and Rubella, through MMR immunization X 2 vaccines OR submission of titers for Rubeola, Mumps and Rubella administered within last two years showing immunity.

- Positive Varicella (Chicken Pox, Herpes Zoster) Titer Tests OR Immunization (in this case please provide documentation of two doses of varicella vaccine). Record of chickenpox disease is not accepted as sufficient proof of immunity.

- Current Tdap (within last 10 years) (Tetanus, Diphtheria and Pertussis-whooping cough) Booster is due every ten years. Students requiring Booster during their time in the Program must submit evidence of receipt of Tdap Booster before Tdap expires.

- TB screening must be reported on an annual basis. After the initial Two-Step process, a standard One-Step TB screening each year is required. The Two-Step TB (PPD) screening test is required prior to starting the BSN Program. The two steps must be completed before the program starting date and the completed test should dated as close to August 1 for Fall admission, or December 15 for Spring admission. A positive test must be followed up with a chest x-ray prior to starting the program. A TB cough assessment must be done to verify inactive status annually thereafter. Some positive results may require medical treatment as directed by your health care provider or health department.

- Hepatitis B (HB) 3 Dose Vaccine series and Hepatitis B Titer
  Students who have not already had the 3 dose vaccine series must have at least two vaccines prior to the Semester of BSN Program entry. All Students who have 3 doses complete must have a Hep B Titer. Post vaccination anti-HBs Titer must be ≥ 10 mIU/ml and if not, the CDC guide for management should be followed.

- A Color Vision Test with results clearly stated as “Pass” or “Fail” and/or “No deficiencies noted”. Color Vision tests are available through Student Health Services by appointment for currently enrolled students.

- Flu Vaccine is required annually (notification of when due will be emailed to students each year)

**PROFESSIONAL LIABILITY INSURANCE**

Students must have a minimum of $1,000,000 / $6,000,000 of professional liability coverage. Professional liability coverage must be current during the entire BSN Program.
at FGCU. **A student who does not have current Professional Liability coverage will not be allowed to enroll and/or maintain enrollment in BSN Program courses.** It is the responsibility of the student to ensure liability insurance is current at all times during the BSN Program. Verification of professional liability and any update information must be submitted to the CastleBranch student tracker area.

The following table provides a sampling of professional liability insurance providers, costs, and coverage.

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone</th>
<th>Address</th>
<th>Estimated Cost</th>
<th>Coverage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nurses Service Organization</td>
<td>1-800-247-1500</td>
<td>NSO</td>
<td>Prelicense Students</td>
<td>$1,000,000/occurrence</td>
</tr>
<tr>
<td></td>
<td><a href="http://www.nso.com">www.nso.com</a></td>
<td>159 E. County Line Road</td>
<td>~$40.00/year</td>
<td>$6,000,000/aggregate</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Hatboro, PA 19040-1218</td>
<td></td>
<td>$1,000,000/occurrence</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$6,000,000/aggregate</td>
</tr>
<tr>
<td>Nurse Prepare</td>
<td>1-800-221-4904</td>
<td>Cotterell, Mitchell &amp; Fifer, Inc</td>
<td>Prelicense Students</td>
<td>$1,000,000/occurrence</td>
</tr>
<tr>
<td></td>
<td><a href="http://www.cmfgroup.com">www.cmfgroup.com</a></td>
<td>99 Hudson Street 12th Floor</td>
<td>~$40.00/year</td>
<td>$6,000,000 aggregate</td>
</tr>
<tr>
<td></td>
<td></td>
<td>New York, NY 10013</td>
<td></td>
<td>$1,000,000/occurrence</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$6,000,000 aggregate</td>
</tr>
</tbody>
</table>

**FLORIDA LPN LICENSE & CURRENT REGISTRATION**

If you are a Licensed Practical Nurse (LPN) you must submit proof of your Florida LPN license and registration into the CastleBranch student tracker area.

**PROFESSIONAL ATTIRE/PRESENTATION REQUIREMENT**

The School of Nursing has a professional attire/presentation requirement for all clinical practice experiences including Simulation and Laboratories undertaken by BSN students. The professional attire described below is the official practice attire for FGCU School of Nursing. Directions for how and where to purchase the School practice attire will be provided at the beginning of each academic year.

**Hospital-Based, Laboratory Required Attire:**

The FGCU BSN Uniform worn for hospital-based practice is a scrub top and pant in a dark blue color. Lab coats are in the same color. All tops/coats **must** have the **FGCU BSN logo** embroidered on them.

**Community & Public Health Nursing Attire Requirement**

Students must wear the dark blue scrub pant and polo top with FGCU BSN logo and white shoes.

**Required Presentation for ALL practice experiences on or off-campus including Nursing Labs**

Current 8-22-2017
- **All white shoes** (leather material is not required, no mesh), **toe and heel enclosed, with low heels (no clogs), all white socks/hose required.**
- School of Nursing name tag.
- Hair (must be a natural occurring color) neatly groomed and **off** collar.
- Moustache and Beard trim.
- Appropriate undergarments must be worn and not visible under attire.
- Clothing clean, unwrinkled, and neat.
- Jewelry limited to watch, plain band wedding ring and engagement ring, and **one** pair small post earrings.
- Ear gauges must be covered with flesh-tone retainers. No necklaces, dog tags, nose/eyebrow/lip/cheek piercings etc. allowed.
- No visible tattoos. Visible tattoos must be appropriately covered.
- Short (no longer than ¼ inch) and well-groomed nails with clear nail polish or no polish (according to CDC guidelines). No artificial or gel nails.
- Appropriate personal hygiene is expected with no use of perfumes/colognes and no cigarette smell.

**PROFESSIONAL SUPPLIES/EQUIPMENT** *(example of approximate costs)*

Please note that the costs are approximate and there is a wide price range on some of the items. **Do not purchase equipment prior to starting classes as Faculty may provide additional information.**

<table>
<thead>
<tr>
<th>Supplies/Equipment</th>
<th>Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Background Checks:</td>
<td></td>
</tr>
<tr>
<td>Level 2 Background Check: FBI and Florida Department of Law Enforcement (FDLE) and Extended Background Check- CastleBranch</td>
<td>~$160.00- $180.00</td>
</tr>
<tr>
<td>Bandage Scissors</td>
<td>~$10.00</td>
</tr>
<tr>
<td>Blood Pressure Cuff</td>
<td>~$50.00-$80.00</td>
</tr>
<tr>
<td>BLS Certification (American Heart)</td>
<td>~$40.00-$80.00</td>
</tr>
<tr>
<td>Books for BSN Program (estimated)</td>
<td>~$800.00 to $1000.00/semester</td>
</tr>
<tr>
<td>Drug screening tests</td>
<td>~$45.00 each</td>
</tr>
<tr>
<td>Name Badge</td>
<td>~$15.00</td>
</tr>
<tr>
<td>Professional Liability Insurance, annual renewal</td>
<td>~$40.00-$116.00/year</td>
</tr>
<tr>
<td>Professional Attire</td>
<td>~$350-$450.00</td>
</tr>
</tbody>
</table>

Current 8-22-2017
Stethoscope (with bell and diaphragm) ~$100.00-$200.00
Watch (with a second hand) ~$60.00-$200.00

TRAVEL REQUIREMENT
Students must meet all course practice requirements while in the program. **Students will be expected to travel to various practice sites during their course practice experiences.** Practice sites are subject to availability and may be anywhere in the five county (Charlotte, Collier, Lee, Hendry, Glades) service area or in a county outside this range if necessary (Desoto, Manatee, etc). Students cannot always be assigned within the county in which they live. Students are expected to provide transportation as necessary to attend practice. Due to availability of practice sites, car-pooling is not always an option.

UNSAFE/UNPROFESSIONAL CLINICAL PRACTICE POLICY AND PROCEDURE  
Approved by Faculty Organization 1-11-2010

Students must meet academic and professional standards of behavior and adhere to clinical agency policies and procedures when in clinical practice to ensure client safety and well being. Where there is unsafe or unprofessional practice a student may be removed from clinical practice to maintain client safety and well being as well as the safety and well being of other students, faculty, and agency personnel.

Although students will normally be notified during the semester when they are not meeting expectations, it should be understood that egregious deviations from the standards of care or other actions jeopardizing patient safety or unprofessional conduct can result in failure in a clinical course and/or dismissal from the BSN Program from a single incident in which no notification can be reasonably made.

Examples of unacceptable clinical practice behaviors include, but are not limited to, the following:

- Inadequate preparation for the clinical assignment
- Careless or negligent behavior when caring for a client
- Providing care without the supervision of a Registered Nurse
- Failure to report an omission of, or error in, care
- Falsifying patient records
- Breach of client confidentiality
- Breach of professional ethics
- Breach of social media policy
- Breach of Civility policy
- Failure to adhere to agency policies and procedures
- Absence from clinical practice without appropriate notification to instructor and/or agency
- Chronic tardiness

Current 8-22-2017
• Impairment (drugs and/or alcohol; sleep deprivation, prescribed medications)
• Non-adherence with School of Nursing practice attire/professional presentation requirements

Removal from clinical practice (including simulation or laboratory) may be for a single clinical assignment; the remainder of a course; or all clinical practice courses. The student may receive an unsatisfactory (“U”) in the clinical practice course(s) (“C” or “L”) as well as a failure (“F”) in any corequisite NUR theory course(s), or be dismissed from the BSN Program when evidence of unsafe or unprofessional practice has been determined.

Procedures for Removal of a Student from Clinical Practice
I. Single Clinical Assignment – when a clinical instructor has determined that a student has demonstrated unsafe or unprofessional clinical practice behavior during a specific clinical assignment:
   1. Verbally informs the student of the reason(s) why the student is being removed from clinical practice and ensures that the student immediately leaves the practice area.
   2. Informs the course or program coordinator of the situation involving the student.
   3. Provides a written learning contract to the student, within 2 school days where practicable, that describes the unsafe or unprofessional clinical practice behavior and outlines the consequences and/or requirements the student must meet should it be decided that the student may return to clinical practice. If more time is required for the development of the written learning contract the student will be notified. The student will not be permitted to withdraw (W, WF) from any Program courses when a removal from clinical practice is in progress, whether or not the University deadline for course withdrawal without a grade has passed.
   4. Ensures the student signs the written learning contract and meets all requirements before allowing the student to return to the clinical area.
   5. Monitors the student to ensure student maintains safe and professional clinical practice once back in the clinical area.

II. Remainder of a Course- when a clinical instructor has determined that a student may need to be removed from the clinical area for the remainder of a course:
   1. The clinical instructor notifies the student verbally, and then in writing within 2 school days, that he/she may not return to practice while a decision about the student status is pending. The student will not be permitted to withdraw (W, WF) from any BSN Program courses when a removal from clinical course/s and corequisite nursing theory course/s is in progress, whether or not the University deadline for course withdrawal without a grade has passed.

Current 8-22-2017
2. The clinical instructor, course or program coordinator, and School Director review the student behavior, learning issues, and rationale for why the student should not be allowed to return to the clinical setting.

3. The clinical instructor, course coordinator, and School Director meet with the student within 5 school days of the clinical instructor written notification to discuss the issues and the decision about whether the student should or should not be allowed to return to the clinical setting.

4. When the decision is to allow the student to return to the clinical setting, the course coordinator and clinical instructor meet with the student within three school days to inform the student of actions and requirements to address the student’s unsafe/unprofessional clinical practice performance. At that time, a written learning contract (specifying conditions and requirements for student learning and clinical practice performance, completion of any clinical practice time lost, and consequence(s) if the contract is not satisfactorily completed) will be reviewed with the student and must be signed by the student. If more time is required for the development of the written learning contract the student will be notified.

5. If the student is not allowed to return to the clinical setting, the rationale is documented and a grade of unsatisfactory (“U”) will be awarded in the clinical course as well as a failure (“F”) in any corequisite NUR theory course.

6. The student has right of grade appeal under the academic grievance procedures of the university.

III. Removal from all Clinical Courses and Corequisite nursing theory courses, and/or Program Dismissal- when it has been identified that a student’s pattern of unsafe/unprofessional clinical practice or a serious incident of unsafe or unprofessional practice may warrant student removal from all current and remaining clinical experiences and/or program dismissal:

1. The Clinical Practice Committee reviews the student record and any associated documentation related to clinical practice and consults with clinical faculty and course co-coordinators. The Clinical Practice Committee also meets with the student to obtain the student’s explanation and perceptions of the unsafe or unprofessional practice. This review shall take place within five school days of the issue being brought to the Clinical Practice Committee. The student will not be permitted to withdraw (W, WF) from any Program courses when a removal from all clinical courses and corequisite nursing theory courses and/or Program dismissal is in progress, whether or not the University deadline for course withdrawal without a grade has passed.

2. The Clinical Practice Committee makes a decision within two school days of meeting with the student about removal of the student from all clinical courses and/or immediate dismissal from the Program.

Current 8-22-2017
3. When the Clinical Practice Committee decision is not to remove the student from all current clinical courses and/or dismiss the student from the Program, the course coordinator and clinical instructor meets with the student within three school days of the committee decision to inform the student of actions and requirements to address the student’s unsafe/unprofessional clinical practice performance. At that time, a written learning contract (specifying conditions and requirements for student learning and clinical practice performance, completion of any clinical practice time lost, and consequence(s) if the contract is not satisfactorily completed) will be reviewed with the student and must be signed by the student. If more time is required for the development of the written learning contract the student will be notified.

4. When the Clinical Practice Committee decision is to remove the student from all current clinical courses and corequisite nursing theory courses, and/or dismiss the student from the Program, the Clinical Practice Committee notifies the student verbally, and then in writing within 2 school days of making the decision, that he/she is being removed from all clinical courses and corequisite nursing theory courses, and/or is being dismissed from the Program because of a pattern of unsafe/unprofessional clinical practice or a serious incident of unsafe or unprofessional practice.

5. Removal from all clinical courses and corequisite nursing theory courses, and/or Program dismissal due to a pattern of unsafe/unprofessional clinical practice or a serious incident of unsafe or unprofessional practice is not appealable under the academic grievance procedures of the university. Once notified of removal from all clinical courses and corequisite nursing theory courses, and/or Program dismissal, the student has right of due process through School Director, and then College Dean, and then Provost or Provost Designee. This process may take a period up to three-four weeks once initiated in writing by the student. The student will not be allowed to attend any clinical courses, or in the case of Program dismissal, any Program courses, until the outcome of due process that may have been initiated by the student is determined.
IV. GENERAL INFORMATION

Canvas
“CANVAS” is the name of the FGCU Learning Management System.

COLLEGE FORMS
Marieb College of Health & Human Services forms to appeal for a Late Withdrawal, Grade Appeal and Incomplete Grade Agreement can be found at Forms

CONFIDENTIALITY AND PRIVACY RIGHTS
Cognizance of, and respect for, rights and privileges of others is an expectation of all within the helping professions. Faculty and staff honor and respect the student’s privacy rights and conform to FERPA requirements.

Students must honor, respect, and maintain confidences and privacy of clients and conform to HIPPA requirements. All student-client encounters, written, oral, or other, obligate confidentiality under all circumstances. For written assignments, no client personal identifiers are to be used.

COPYING OF STUDENT RECORDS
Students may request copies of their SON student record. A release form requesting a copy of student record is submitted to School of Nursing or designee. Students are responsible for cost of duplicating records and mailing costs. The original release form is kept in student record after files are copied.

- Identification must be provided prior to release of record.
- Transcripts and references may not be copied or released to students.
- Copies of records will be sent to student via first class mail within one week of receipt of request.
- Student will pay $1.50/page for copies. Payment must be received when request is submitted.
- Students may request a copy of their course practice evaluation during their final meeting with course faculty each semester.

DISABILITY ACCOMMODATIONS SERVICES
Florida Gulf Coast University, in accordance with the Americans with Disabilities Act and the university’s guiding principles, will provide classroom and academic
accommodations to students with documented disabilities. If you need to request an accommodation in a class due to a disability, or you suspect that your academic performance is affected by a disability, please contact the Office of Adaptive Services. The Office of Adaptive Services is located in the Wellness Building. The phone number is 239-590-7956.

**DISTANCE-LEARNING**

Information on distance learning courses and technology requirements is available at [Distance Learning Information for Students](#).

**FGCU SCHOOL OF NURSING PIN**

BSN Graduates have the privilege of wearing the FGCU School of Nursing Pin. The FGCU School of Nursing Pin was designed by BSN students shortly after the university opened. Each stone represents a key construct underpinning the BSN Program Curriculum:

- **Caring**
  - **Red** means energy, determination, passion and love, essential attributes of the caring nurse.

- **Health Promotion**
  - **Aqua** means motivated, active, and dynamic. Health is a dynamic process and we must be active and motivated to promote it.

- **Critical Thinking**
  - **Gold** means illumination and wisdom: two integral parts of critical thinking.

- **Cultural Connectedness**
  - **Green** means growth, abundance, vitality, health, environment and cheerfulness, characteristics enabling the growth of connectedness.

- **Communication**
  - **Blue** means notice, tranquil, truth, dignity, power and trustworthiness, the bedrock of transpersonal communication.

There are several price options for the FGCU pin composition (ie silver, gold). Pins should be ordered by students from [Herff Jones](#) well in advance of the Spring School of Nursing Convocation where pinning will take place.

**NAME AND ADDRESS CHANGE**

Upon admission to the School of Nursing, all students must provide and maintain a current residential address and phone number(s) where they can be contacted by the School of Nursing. It is also the student responsibility to report any name or address change to the Office of the Registrar.

Current 8-22-2017
NURSING STUDENT ASSOCIATION

The Nursing Student Association (NSA) at Florida Gulf Coast University School of Nursing is an official constituent chapter of the National Student Nurses' Association (NSNA). The mission of NSA is to:

- Organize, represent and mentor students preparing for initial licensure as registered nurses, as well as those nurses enrolled in baccalaureate completion program.
- Promote development of the skills that students will need as responsible and accountable members of the nursing profession.
- Advocate for high quality health care.

All baccalaureate nursing students are eligible for NSA membership. For more information or to join the NSA, contact Dr. Judi Walters at (239) 590-7589.

ONLINE TUTORIALS

Information on online tutorials to assist students to improve core technology skills and expand use of the many technology tools available for learning is available online at FGCU Technology Skills Orientation.

SCHOLARSHIPS

FGCU offers University Foundation Scholarships awarded on the basis of academic achievement, financial need, and/or other specifications set by donors. To apply for FGCU Foundation Scholarships, students must fill out the online scholarship application. The application will be available on-line annually between November 15th and March 1st for the following academic year. Useful links for scholarship information are:

- Foundation Scholarships
- Admissions Scholarships & Waivers

SCHOOL OF NURSING EAGLE AWARD

The Eagle Award is a Faculty award given to a graduating BSN senior at the SON Convocation who exemplifies the ideals and hallmarks of the school and profession by:

- Maintaining high academic standards (GPA > 3.5).
- Integrating the aesthetics of caring with the science of nursing and displaying a passion and dedication to professional nursing practice.
• Demonstrating leadership qualities by participating in community and university activities and mobilizing others to positive action.
• Possessing a positive attitude and cooperative spirit.

SERVICE LEARNING

Information on service learning at FGCU is available online at Office of Service Learning

STUDENT OBSERVANCE OF RELIGIOUS HOLIDAYS

All students at Florida Gulf Coast University have a right to expect that the University will reasonably accommodate their religious observances, practices, and beliefs. Students, upon prior notification to their instructors, shall be excused from class or other scheduled academic activity to observe a religious holy day of their faith. Students shall be permitted a reasonable amount of time to make up the material or activities covered in their absence. Students shall not be penalized due to absence from class or other scheduled academic activity because of religious observances. Where practicable, major examinations, major assignments, and University ceremonies will not be scheduled on a major religious holy day. A student who is to be excused from class for a religious observance is not required to provide a second party certification of the reason for the absence.

STUDENT REPRESENTATION ON SCHOOL OF NURSING COMMITTEES

Student representatives are invited to serve on the Undergraduate Curriculum Committee, and Undergraduate Admission and Progression Committee. Student representatives on these committees have the following responsibilities:
• Attend committee meetings and notify Chair if unable to attend
• Share with committee ideas and student body views on issues, concerns, and suggestions
• Keep student body informed of committee issues, concerns, and suggestions

TAU ZETA CHAPTER, SIGMA THETA TAU INTERNATIONAL HONOR SOCIETY OF NURSING

The Florida Gulf Coast University Honor Society of Nursing was formed in 1998 with the goal of becoming an official chapter of Sigma Theta Tau International (STTI) in November 2003. The Chartering ceremony was held April 10, 2004 where one hundred and thirty seven members were inducted into the new Tau Zeta Chapter of Sigma Theta Tau International Honor Society of Nursing.

Purposes of the Tau Zeta Chapter of STTI Honor Society of Nursing are to: recognize superior achievement; develop leadership qualities in members; foster high professional standards; encourage creative work; and strengthen commitment to the ideals and

Current 8-22-2017
purposes of the profession. All members of Tau Zeta demonstrate superior scholastic achievement, academic integrity, professional leadership potential, and/or marked achievement in the discipline of nursing.

For Membership **Undergraduate students must:**
- Have completed ½ of the nursing curriculum
- Have at least a GPA of 3.0 (based on a 4.0 grading scale)
- Rank in the upper 35 percentile of the graduating class
- Meet the expectation of academic integrity
APPENDICES
Student Name:  
Athlete:  
Phone:  
Advisor:  

____ Completion of General Education Program  
____ Completion of 12 credit hours of Writing Intensive courses & 6 credit hours of College level Math  
____ College level skills requirement met  
____ Completion of Common State Mandated Pre-requisites  
____ Completion of Foreign language  
____ Completion of 124 credit hours of which 64 credit hours are upper division courses (3000 & above).  
____ Complete 30 of last 60 semester hours at FGCU  
____ Completion of Service Learning  
  □ 40 hours  □ 80 hours  Admission Transfer hours ________  
____ Completion of 9 credit hours in Summer term (students with 60 transferable hours are exempt)  
____ Satisfactory completion of the School of Nursing NCLEX-RN Success Plan  

Completion of all required BSN Program Courses (64 credits) with a minimum grade of “C”

<table>
<thead>
<tr>
<th>Level I Courses (15 credits)</th>
<th>Anticipated Semester</th>
<th>Completed Semester</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 3065C Health Assessment (3 cr.)</td>
<td>(A&amp;P-I &amp; A&amp;P-II, Pre/Co NUR3125, 3145)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NUR 3829C Foundations of Nursing Practice (4 cr.)</td>
<td>(Pre/Co NUR3125, 3145)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NUR 3125 Pathophysiology (3 cr.)</td>
<td>(A&amp;P-I &amp; A&amp;P-II)</td>
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<th>Level II Courses (19 credits)</th>
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<td>NUR 3226 Adult Health Nursing I (3 cr.)</td>
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<td>NUR 3833 Patient Care Management (3 cr.)</td>
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Completion of University Colloquium (3 credits)

| IDS 3920 University Colloquium (3 cr.) | (junior class status) | | |
APPENDIX B

SCHOOL OF NURSING
LEAVE OF ABSENCE REQUEST FORM

Student Name:
Address:

E-mail Address:
Phone Number:
University Identification Number:

______________________________________________________________________________

REASON FOR REQUESTING LEAVE OF ABSENCE:

LENGTH OF TIME OF LEAVE OF ABSENCE (no more than 2 consecutive semesters or 2 semesters total over entire program are allowed):

PLAN TO ENSURE KNOWLEDGE AND COMPETENCIES ARE AT EXPECTED LEVEL FOR COURSE(S) OF STUDY ON RETURN TO THE NURSING PROGRAM:

STUDENT SIGNATURE ________________________ Date:______________

ADVISOR SIGNATURE ________________________ Date:______________

SCHOOL OF NURSING DIRECTOR: APPROVED / DENIED (Circle)

DIRECTOR SIGNATURE ________________________ Date:______________

Cc: Student File
    Student Advisor
    Director SON
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<td>NOLAN, Anne</td>
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<td>590-7513</td>
<td>Marieb 307</td>
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<td></td>
<td>Program Director BSN</td>
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<tr>
<td></td>
<td>Associate Professor</td>
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<td>Elizabeth A. and Jack A. Conner Professor in Nursing</td>
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<td>DAVIS-HUFFMAN, Paula</td>
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<td>DOWNES, Loureen</td>
<td>Program Director Doctor of Nursing Practice Associate Professor</td>
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<td>ELLIS, Tina A.</td>
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<td>VACANT</td>
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<td>TBA</td>
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<td>HAHN, Valerie</td>
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<td>HOBART, Kim</td>
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<td>590-7454</td>
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<td>HOOKER, Lynn</td>
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<td>INGRAM, Katherine</td>
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<td>KING, Rickey</td>
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<td>LONDAHL-RAMSEY, Virginia</td>
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<td>LYNN, Melissa</td>
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<td>McGuire, Jason</td>
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<td>MURRAY, Elizabeth</td>
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<td>RUDER, Shirley</td>
<td>Professor Edith Potter Deats Professor</td>
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<td>SPIEGEL, Rosann</td>
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<td>STECHER, Jo</td>
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<td>SWAYNE, Cheryl</td>
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<td>YOUNG, Susan</td>
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<td>590-7620</td>
<td>Marieb 442</td>
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SCHOOL OF NURSING
STUDENT LEARNING CONTRACT  
(Template Faculty Organization Approved April 2016)

Student Name:  
Course:  
Faculty:  
Semester/Year:  

Standards and behaviors essential to developing your professional role as a graduate from this program are outlined in the FGCU Student Code of Conduct, School of Nursing BSN Program Guidebook, and course syllabi. Adherence to such standards and behaviors is absolutely critical; therefore, expectations remain constant in every classroom and practice experience throughout the program. This learning contract is established for the purpose of assisting you in transforming specific, identified behaviors impeding your successful progress through the Baccalaureate Nursing Program. You will work with your advisor and course faculty as outlined below. Failure to meet the terms outlined in this contract may result in a course failure.

1. DESCRIPTION OF INCIDENT OR UNMET STANDARD:

2. DESCRIPTION OF HOW INCIDENT OR UNMET STANDARD IS IN CONFLICT WITH PROFESSIONAL/UNIVERSITY/COURSE EXPECTATIONS OR COURSE/PRACTICE OBJECTIVES:

3. OUTLINE OF EXPECTED OUTCOMES REQUIRED TO ACHIEVE SUCCESS:
4. TIME FRAME FOR ACHIEVING EXPECTED OUTCOMES:

STUDENT COMMENTS

NEXT CONTRACT REVIEW DATE ________________________________

STUDENT SIGNATURE_________________________ Date:_______________

FACULTY SIGNATURE_____________________________ Date:_______________

CONTRACT REVIEWED__________________________________________________

COMMENTS:

FACULTY SIGNATURE_____________________________ Date:________________

STUDENT SIGNATURE_____________________________ Date:_______________

Cc: Student File
   Faculty Advisor (name)
   Program Director
BSN Program Guidebook Acknowledgement Signature Page

I acknowledge and understand that it is my responsibility to review the BSN Program Guidebook regularly and to follow all policies, guidelines, procedures, and requirements as outlined. I understand that the guidebook may be revised during my tenure in the BSN Program and that all revisions will then apply.

I understand that if I have any questions related to information contained in the BSN Program Guidebook, it is my responsibility to seek clarification from my Nursing Faculty Advisor or BSN Program Director.

________________________  __________________________
Student Name (printed)    Student Signature

____________________
Date
## Fall Admission

**Florida Gulf Coast University**  
**School of Nursing**  
**Bachelor of Science in Nursing**

### Progression Path #1

**Year 1**

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<thead>
<tr>
<th>Fall Semester 1</th>
<th>Cr Hrs</th>
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<tbody>
<tr>
<td>NUR 3065C Health Assessment*</td>
<td>3</td>
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<tr>
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<td>(Milestone)</td>
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<td>NUR 3829C Foundation of Nursing Practice*</td>
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### Spring Semester 2

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**Total credits for semester:** 15

**Summer Semester 3**

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**Total credits for semester:** 9

### Year 2

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<td>NUR 4636 Community/Public Health Nursing</td>
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**Total credits for semester:** 12

*Prerequisites may be taken concurrently*

Updated 8/14/16

**Total credits for Program:** 64

**Total Credits for Degree:** 124
Florida Gulf Coast University  
School of Nursing  
Bachelor of Science in Nursing

### Year 1

#### Fall Semester 1

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**Total credits for semester:** 15

#### Spring Semester 2

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**Total credits for semester:** 13

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**Total credits for semester:** 9

### Year 2

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**Total credits for semester:** 13

#### Spring Semester 5

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<td>Critical Care Nursing</td>
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<td>NUR 4948L</td>
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<td>(NUR Theory/Clinical courses must be completed/Milestone)</td>
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**Total credits for semester:** 14

*Prerequisites may be taken concurrently

Updated 8/14/16

**Total credits for Program:** 64

**Total Credits for Degree:** 124
### Year 1

#### Spring Semester 1

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**Total credits for semester:** 15

#### Summer Semester 1

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**Total credits for semester:** 7

### Year 2

#### Fall Semester 3

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<td>Mental Health Nursing (See course description in Catalog/Milestone)</td>
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<td>NUR 4165</td>
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<td>IDS 3920</td>
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**Total credits for semester:** 12

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**Total credits for semester:** 13

#### Summer Semester 5

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<td>NUR 4636</td>
<td>Community/Public Health Nursing</td>
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<td>NUR 4636L</td>
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**Total credits for semester:** 8

#### Fall Semester 6

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<td>NUR 4295C</td>
<td>Critical Care Nursing</td>
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<td>NUR 4948L</td>
<td>Senior Nursing Practicum</td>
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**Total credits for Program:** 64

**Total Credits for Degree:** 124

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*Prerequisites may be taken concurrently

Updated 8/14/16